UNITED STATES DEPARTMENT OF COMMERCE
Bureau of the Census
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DSSD CENSUS 2000 PROCEDURES AND OPERATIONS MEMORANDUM SERIES
#CC-3 Revised #4

MEMORANDUM FOR	Michael J. Longini Chief, Decennial Systems and Contracts Management Office
Attention:	Dennis W. Stoudt Assistant Division Chief for Processing Systems
From:	Howard Hogan Chief, Decennial Statistical Studies Division
Subject:	Revision Specification of the Coverage Improvement Followup Universe for Census 2000

I. INTRODUCTION

This memorandum is the specification for identifying the addresses that make up the Coverage Improvement Followup (CIFU) universe in Census 2000. The CIFU operation occurs in mailout/mailback, update/leave (U/L), and urban update/leave (UU/L) areas. The CIFU universe is composed of addresses on the address listing pages that require an enumerator visit, while the CIFU-eligible universe consists of those addresses included on the address listing pages, regardless of their return status.

This specification is in response to a request from the Decennial Management Division (DMD) and reflects the eligibility and universe definitions developed by the CIFU team. The divisions represented on this team are Geography Division, Decennial Systems and Contracts Management Office (DSCMO), Field Division, DMD, Technologies Management Office (TMO), Housing and Household Economic Statistics, Population Division, and the Decennial Statistical Studies Division (DSSD). The revisions to this memorandum are the result of comments provided during the CIFU Walkthrough meetings (held on May 16 and 17, 2000) and the software quality assurance process.

Refer any questions on this memorandum to Jim Treat at (301) 457-4296.

II. SPECIFICATION OF THE CIFU-ELIGIBLE UNIVERSE

The CIFU-eligible universe is defined using Decennial Master Address File (DMAF) variables and their values. The variables are in all capital letters and bolded.

MNRE = blank *or* R *or* W *or* X *or* Y *or* Z *AND*
GQFLG = 0 *or* 3 *AND*
SMAFID = blank *or* zero filled

III. SPECIFICATION OF THE CIFU UNIVERSE

The CIFU universe is divided into eleven categories. In order for a case to be in the CIFU universe it must meet the criteria of the CIFU-eligible universe (see section II). Each category is followed by the appropriate DMAF variables and their values. The variables are in all capital letters and bolded.

A. Vacant or deleted Housing Units (HU) identified in Nonresponse Followup (NRFU)

1. In mailout/mailback type of enumeration areas (TEA)

TEA = 1 *or* 6 *AND*
NRS = 3 - 9 *AND*
NRC ≠ 4 *AND*
UAA = 0 *or* 5 *or* 8 *AND*
DC(1-5) = 0 *AND*
CEU = 0 *AND*
MCONGA < 1 *AND*
MCONGB < 1

2. In update/leave (U/L) or urban update/leave (UU/L) TEAs

TEA = 2 *or* 7 *or* 9 *AND*
NRS = 3 - 9 *AND*
NRC ≠ 4 *AND*
MAC(9) ≠ D *AND*
DC(1-5) = 0 *AND*
CEU = 0 *AND*
MCONGA < 1 *AND*
MCONGB < 1

B. Blank mail return forms

MAILD = 0099 *AND*
    NRU = 1 *AND*
    DC(1-7) = 0 *AND*
    CEU = 0 *AND*
    MCONGA < 1 *AND*
    MCONGB < 1

C.   Lost mail return forms

    MAILD = 0101 - 0531 *AND*
    NRU = 0 *or* 1 *AND*
    DC(1-7) = 0 *AND*
    CEU = 0 *AND*
    MCONGA < 1 *AND*
    MCONGB < 1

D.   The addresses in Panels 7, 8, and 9 of the Response Mode and Incentive
      Experiment that did not respond by mail or other response mode

    REXPAN = 26 *or* 27 *or* 28 *AND*
    DC(1-7) = 0 *AND*
    CEU = 0

E.   Adds from the New Construction operation that were not included in the NRFU
      Universe

    MAC(15) = A *AND*
    NRU = 0 *or* 1 *AND*
    DC(1-7) = 0 *AND*
    CEU = 0 *AND*
    PID = blank *or* zero filled

F.   Adds from the Update/Leave (U/L) operation or the Urban Update/Leave
      operation that were not included in the NRFU Universe

    TEA = 2 *or* 7 *or* 9 *AND*
    MAC(9) = A *AND*
    NRU = 0 *or* 1 *AND*
    DC(1-7) = 0 *AND*
    CEU = 0

G.   Adds from the February 2000 Delivery Sequence File (DSF) that were not
      included in the NRFU Universe

MSDF(4) = 1 *AND*
NRU = 0 *or* 1 *AND*
DC(1-7) = 0 *AND*
CEU = 0 *AND*
PID = blank *or* zero filled

H.   Adds from the April 2000 DSF that were not included in the NRFU Universe

MSDF(5) = 1 *AND*
NRU = 0 *or* 1 *AND*
DC(1-7) = 0 *AND*
CEU = 0 *AND*
PID = blank *or* zero filled

I.   Adds from the Local Update of Census Addresses (LUCA) 98 Appeals operation that were not included in the NRFU Universe

MAC(6) = A *AND*
NRU = 0 *or* 1 *AND*
DC(1-7) = 0 *AND*
CEU = 0 *AND*
PID = blank *or* zero filled

J.   Adds from the LUCA 99 Appeals operation that were not included in the NRFU Universe

MAC(7) = A *AND*
NRU = 0 *or* 1 *AND*
DC(1-7) = 0 *AND*
CEU = 0 *AND*
PID = blank *or* zero filled

K.   Adds to the DMAF that were not included in the NRFU Universe and are not represented in categories E through J

NRU = 0 *or* 1 *AND*
DC(1-7) = 0 *AND*
CEU = 0 *AND*
PID = blank *or* zero filled *AND*
MNRE ≠ W

IV.   EVALUATION REQUIREMENT

The DSSD requires data files from DSCMO for the purpose of evaluating the CIFU universe. The DSSD requires the following data files and documentation:

- DMAF extract files for the 28 LCOs selected in the NRFU verification sample (Attachment A lists these 28 LCOs). Please provide these files in ASCII format and include all the variables from the DMAF.
- Copies of the actual files that the DSCMO transmits to the TMO to produce CIFU materials. Please provide the record layouts for these files too.

Note that the DSSD participated in the software quality assurance process. The DSSD was responsible for independently programming the CIFU-eligible universe and the CIFU universe. The detailed software quality assurance plan and results will be documented by the DMD.

Attachment

cc: DSSD Census 2000 Procedures and Operations Memorandum Series Distribution List
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